

ITACC Framework for Diversity, Inclusion, and Cultural and Linguistic Competency and Equity (DICLC and E)

ACL requirements for providing training and technical assistance are below:

- a. The important principles of diversity, inclusion, equity, and cultural and linguistic competency needs of the ID/DD population shall be incorporated in all T/TA work.
- b. The Contractor will demonstrate the incorporation of DICLC and equity in their work by developing a framework which outlines their approach to achieving this requirement and identifies specific benchmarks the T/TA Contractor will work to achieve.
- c. The Contractor will continuously evaluate DICLC and equity strategies to ensure they are the most effective approaches to meeting this need.

The ITACC framework:

Formative evaluation process for DICLC and E Framework:

- Annually, ITACC staff will assess its framework, including principles, guidelines, implementation activities and benchmarks, to inform revisions and updates.
- Monthly, ITACC staff will assess its ability to infuse DICLC and E in its T/TA activities.
- For each activity, ITACC staff will complete the Implementation Activities Checklist to ensure the concepts of DICLC and E are woven into each part of its T/TA tasks, strategies, and products.

Principles for DICLC and E Framework:

Principle 1 -- Equitable access for people with I/DD and family members that represent diverse cultural identities will be included in all T/TA Activities. *Culturally diverse people with I/DD have unique skills and experiences that can be utilized when planning, developing, implementing, and assessing a program.*

Guideline: Demonstrate the participation of people with I/DD and family members, from diverse backgrounds in all T/TA Activities (i.e., Council members that are parents/siblings).

Implementing Activities/Benchmarks

- 1) The TA Institute and planning committee, review committee, DICLC and E, Project Advisory Committee and other assigned committees will include at least 10 % of people with I/DD that represent diverse cultural identities.
- 2) The TAI will include at least 15% of speakers and facilitators with that represent diverse cultural identities.
- 3) People with and without I/DD that represent diverse cultural identities will vet select T/TA evaluation materials to ensure they are culturally and linguistically competent.

This information was developed through support from a contract with the Administration for Community Living, Office of Intellectual and Developmental Disabilities, Information and Technical Assistance Center for Councils on Developmental Disabilities (ITACC) Contract #75P00121C00067

Principle 2 -- Maintain relationships with key stakeholders and various entities to promote diversity, inclusion, and cultural and linguistic competence (DICLC and E) in all aspects of Council work.

Guideline: DD Councils are provided opportunities, from trusted resources, to continue their learning about how to include the principles of DICLC and E to support individuals with I/DD and their families.

Implementing Activities/Benchmarks

- 1) Throughout the contract, collaborate with at least 3 contacts to obtain information, resources and opportunities related to DICLC and E and Council work.
- 2) Recruit a diverse group of at least 10 subject matter experienced (SME) participants to inform T/TA activities on implementing DICLC and E in all aspects of Council work.
- 3) Use the TA News Brief to share opportunities and information, including informed practices and evidence-based strategies with DD Councils.

Principle 3 – The DICLC and E and accessibility needs of people with I/DD will be considered and included in all T/TA training materials, resources, and activities.

Guideline: Ensure that accessibility for people with I/DD is integrated into all T/TA policies and practices in a culturally and linguistically competent manner.

Implementing Activities Checklist (Complete for each T/TA Activity as appropriate)

- Ensure that content is meaningful and engaging to diverse audiences.
- Materials, resources, and videos will be accessible (language, reading level and captioning).
- Materials and resources on the website will incorporate 508 compliant standards (i.e., accessible to screen readers).
- Provide Councils with the opportunity to request alternative formats of materials and other accommodations in advance of meetings and webinars.
- Statistics, demographic data, or trends presented will include information about the disparities among racially, ethnically, and culturally and linguistically diverse groups, when appropriate.
- To the greatest extent possible, images, graphics, and visual aids will incorporate people with I/DD that represent culturally and ethnically diverse populations.
- Use accessibility features in Zoom to accommodate accessibility needs, including the chat box feature, closed captioning, and translation services (as needed, secure cost-effective reputable vendors for translation/interpretation).
- When appropriate, ensure that T/TA activities, Webinars, trainings, resources, and materials include information on disparities, intersectionality and how the concepts of DICLC and E can be embedded in specific areas of DD Council work.